

Board of Selectmen
Extension 109
Town Administrator
Extension 109
Town Accountant
Extension 120
Town Clerk
Extension 114
Tax Collector
Extension 113
Treasurer
Extension 112 or 110
Board of Assessors
Extension 111
Land Use Office
Extension 117
Planning Board
Extension 121
Conservation Commission
Extension 115



TOWN OF ASHBURNHAM

Town Hall, 32 Main Street
Ashburnham, Massachusetts 01430

Animal Control
Board of Health
Building Commission
Conservation Commission
Council on Aging
Cultural Council
Electrical Inspector
Gas & Plumbing Inspector
Historical Commission
Municipal Planning
Parks & Recreation
Planning Board
Zoning Board of Appeals

PHONE: (978)-827-4100

FAX: (978) 827-4105

OFFICE OF THE TOWN ADMINISTRATOR

TOWN ADMINISTRATOR'S REPORT September 6, 2011

Town Administrator's reports are available on line at; <http://www.ashburnham-ma.gov>

• TOWN COMMITTEES

Currently there are openings on the Conservation Commission (2), Council on Aging (2), Historical Commission, (1), Capital Planning Committee (at-large member) (1), Parks and Recreation Committee (3). These are all listed on the Town's website under Volunteer Opportunities.

• HURRICANE IRENE

Although Hurricane Irene was downgraded to a tropical storm by the time it passed through Ashburnham, we were prepared. A meeting was held on Thursday, August 25th with Battalion Chief Bob Salo, our Emergency Management Coordinator, Sergeant Todd Parsons, DPW Superintendent Steve Nims, W/S Superintendent Mark Petersen, Captain Paul Rekos, Oakmont Principal David Uminski, Sylvia Turcotte, and me to ensure that we were prepared for any emergency situation resulting from this storm. Ashburnham was spared any major impact but we were prepared for the worst. Thank you to all and especially to Battalion Chief Salo for his efforts.

• WATER TANK

Schedule is on track.

Staging for tank construction - in construction

Water line project up Hastings Road- comp. to tank

Nat Gun

Five Oaks Construction

High Street

On line

redesign of pumps to hold up online operation.

October, water treatment

Gardner Hill

Design

Bid

Repairs Complete

May 1st- 2012

June 1st

November 30th

- **ROAD PAVING**

Corey Hill Road and High Street are complete. Central Street will follow as an overlay. We will assess our money picture after the completion of this project. With the focus on road repair and upon the recommendation of Steve Nims, we will complete through our engineering firm an updated roads analysis. The model that we are working on is five years old and was not prioritized based on the current anticipated budget for road repair. Road condition, usage, and cost will be analyzed with regard to our budget from which a schedule can be generated.

- **OIL BID**

There is a consortium bid run through Gardner for #2 heating oil that was due September 7th at 10:00 a.m. Oil prices have gone up as a result Hurricane Irene so Gardner has moved the bid due date to September 13th at 11:00 a.m. which was a good cost effective decision.

- **BRIGGS ELEMENTARY**

We have gone out for temporary borrowing for the Briggs project, and have forwarded to the district monies for the project. I will be meeting with Dr Hicks for a project update.

- **CDBG FY2012**

Started working on a submission along with Kevin Flynn (MRPC) for a regional project to hopefully include Ashby and Westminster. Alan Pease is my contact in Ashby and the information from them is relatively complete. This is because there is only one target area in a town their size and they have already gather the wealth information last year.

- **REGIONLIZATION**

I attended seminars and meetings on regionalization including two at MRPC and one at Holy Cross College. At the Holy Cross conference the \$4,000,000 that the legislature set aside for regionalization is probably not worth pursuing. There is about a 17% administrative portion of the grant and if you spread it out over the 351 cities and towns it is less than \$10,000 per community. Also, they have no idea when the funding is available or even how, who, how much in the distribution.

- **WATER TREATMENT**

The JWA has met on several occasions and have extended the contract with Veolia until September 16, 2011. The authority will meet on September 8th to finalize selection and make necessary plans.

- **COA**

Maggie Whitney as Interim Director has done a great job. Several of her goals include reviewing and recommending changes to policy and procedures, and developing senior opportunities in surrounding towns during the interim period. We will be reviewing regionalization opportunities for programming, meals program and ultimately a senior center.

Second floor of Town Hall is being readied for the transition of the Senior Center from the VMS to take effect October 1st time frame.

Ed Schlott is securing bids for the “mothballing” of the VMS Building.

Maggie will be instrumental in looking at the future needs of the seniors. She is looking at other facilities to see how they operate and what they offer.

- **ASHBY**

Started working in Ashby on Tuesday August 23rd. Looks like I will be in Ashby two days a week Tuesday/Wednesday. Contracts have been signed by both chairs. Sylvia is doing a great job scheduling my activities in both towns and communicating with Jennifer Collins. I have also sent memos to all department heads to pass issues that can't wait for me to be in town through Sylvia for resolution. I am only a phone call away and I have also set up my system so that I have access to both towns' emails.

- **SPECIAL TOWN MEETING**

The Board needs to schedule a special town meeting. I submit Tuesday, October 18th with the warrant article submission deadline of September 21st. This gives us plenty of time for legal review and posting.

Free Cash will be certified by then and we can finalize our FY12 budget and submit tax rate information to state